

**CALIFORNIA HIGHWAY PATROL**

**GENERAL ORDER 100.87**

**REVISED JUNE 2025**

**THREAT LIAISON OFFICER PROGRAM**

1. PURPOSE. The purpose of the Threat Liaison Officer (TLO) program is to provide personnel with an efficient and effective process for receiving, handling, and disseminating time sensitive threat and terrorism related information. Additionally, the program provides counterterrorism-related training to educate Department personnel about terrorist and extremist threats to public safety and facilitates the submission of a Suspicious Activity Report (SAR) in support of the State Threat Assessment System (STAS).

a. The program also establishes procedures for communication between the TLOs within the STAS. The STAS (refer to Attachment A) includes the State Threat Assessment Center (STAC), Regional Fusion Centers (RFC), stakeholders within the private sector, as well as the Department's Counterterrorism and Threat Awareness Section (CTTAS) and Emergency Notification and Tactical Alert Center (ENTAC).

2. OVERVIEW. The TLO program serves as a distribution point for threat related information throughout the state. Each field Division office and Area command shall designate a TLO (sergeant or officer).

a. The Division TLO Coordinator (TLO-C) works as a liaison between their designated RFC and the Area TLOs. The TLO-C coordinates the flow of threat related information, serves as a conduit for homeland security related training, and coordinates counterterrorism training for their respective Division.

b. Area TLOs work in collaboration with the Division TLO-C and serve as a liaison and primary point of contact for receipt and dissemination of threat related information and training within their command.

c. Suspicious Activity Report (SAR) training is a vital part of the TLO program. The proper reporting procedures and policies governing SAR are contained in General Order (GO)100.98, Counterterrorism and Threat Awareness.

d. The five RFC's across the state are divided into geographical areas of responsibility (refer to Annex A).

e. The individual RFC that covers the geographical location of the Division office serves as a resource for TLO training, program development, and operations for TLOs within their respective Division.

f. The Department has one officer permanently assigned to each RFC in the state. One of the officer's roles is to act as liaison between the RFC and the field Division. Additionally, RFC officers will assist with TLO training and the development and coordination of Division and Area TLO programs.

TABLE 1 below indicates the RFC region for each Division:

Regional Fusion Center	DIVISION
Northern California Regional Intelligence Center (NCRIC)	Golden Gate Division, Coastal Division, Northern Division
Central California Intelligence Center (CCIC)	Valley Division, Central Division, Protective Services Division, Headquarters Divisions
Joint Regional Intelligence Center (JRIC)	Southern Division, Coastal Division, Inland Division
Orange County Intelligence Assessment Center (OCIAC)	Border Division (Orange County)
San Diego Law Enforcement Coordination Center (SD-LECC)	Border Division (San Diego/Imperial County)

3. POLICY. The following policies have been established to ensure the TLO program's effectiveness and continuity:

- a. Field Divisions shall participate in the TLO program according to policies and procedures outlined in this GO.
- b. All commands shall take part in the TLO program and develop standard operating procedures (SOP) to supplement the general guidelines contained in this GO.

4. GENERAL PROGRAM ROLES AND RESPONSIBILITIES. The following information outlines general roles and responsibilities for departmental TLO-Cs and TLOs. It is incumbent upon Division and Area commanders to ensure a specific SOP is in place to help facilitate the TLO program continuity within their respective commands.

a. Division Threat Liaison Officer Coordinator General Guidelines.

- (1) A minimum of one Division TLO-C (officer or sergeant) shall be selected by the field Division commander. The designation of an alternate is

recommended, but not required. At the Division commander's discretion, additional TLOs may be designated and trained to assist the TLO-C with their responsibilities at the Division level.

(2) Selected individuals shall complete the TLO Basic certification course as provided by the Commission on Peace Officer Standards and Training (POST), through their respective RFC. Completion of additional threat related training courses is encouraged, but not required.

(3) Each field Division TLO-C shall collaborate with their respective RFC, the Division Training Coordinator, and all TLOs within the Division.

(4) A TLO-C may begin performing their duties prior to the completion of the Basic TLO certification course; however, every effort should be made to complete the course within 6 months of assignment.

(5) The TLO-C will maintain their responsibilities until a replacement TLO-C is designated and trained.

b. Threat Liaison Officer Coordinator Duties. The following are general TLO-C related duties:

(1) Ensure Area offices are familiar with and are following established policy for reporting suspicious activity (refer to GO 100.98).

(2) Receive and disseminate pertinent terrorism-related information and ensure that it is distributed to TLOs and CHP commands in a timely manner. For example, if the TLO-C receives an information bulletin from the RTAC, they should have a system in place to immediately distribute the information to key contacts at Area offices, inspection facilities, and communications centers within their Division.

(3) Work with the Division Training Coordinator and the respective RFC TLO to facilitate terrorism training throughout the Division.

(4) TLO-Cs will be responsible for identifying and keeping track of the TLOs within their designated Division. It is essential for TLO-Cs to maintain an up-to-date roster of TLOs, including their contact information and area information. This ensures effective communication, coordination, and support across the Department. The TLO-Cs are to make sure the required training is completed for all TLOs in their designated division. Those changes will be made within CHP's Microsoft Teams (MS) page titled CHP-TLO Administration/TLO-C and TLO Roster.

(5) Participate in threat information sharing meetings with other Division TLO-Cs, Area TLOs, and RFC officers.

(6) Serve as the primary Division point of contact for CTTAS/ENTAC and the STAC as it relates to threat information.

(7) Serve as the primary threat liaison between the Division and allied agencies.

c. Area/Section Level Threat Liaison Officer General Guidelines.

(1) Division commanders shall ensure that each Area/section within their Division designates a TLO. Threat Liaison Officers should be selected by the Area/section commander.

(2) Selected individuals shall complete the TLO Basic certification course certified by POST, through their respective RFC. Additionally, threat related training courses are strongly encouraged and can be taken through their respective RFC.

(3) A TLO may begin performing their duties prior to the completion of the Basic POST TLO certification course. Every effort should be made to complete this course within 6 months of assignment.

(4) The TLO assignment should be an officer or a sergeant and be considered an additional duty.

d. Area/Section Level Threat Liaison Officer Duties. The following are general TLO-related duties:

(1) Ensure that all personnel are familiar with and are following established policy for reporting suspicious activity (refer to GO 100.98).

(2) Coordinate and disseminate pertinent threat related information between Area/section personnel within their command and the Division TLO- C.

(3) Establish, review, and update the Area SOP regarding threat information sharing procedures.

(4) Serve as a secondary point of contact for RFC officers in the absence of the Division TLO-C.

5. PROGRAM CONTINUITY.

a. Counterterrorism and Threat Awareness Section, Emergency Notification and Tactical Alert Center.

(1) The Division TLO-C shall notify their RFC officer whenever the primary or secondary Division TLO-C is replaced.

OFFICE OF THE COMMISSIONER

ANNEX A

OPI: 020

# ANNEX A

## STATE THREAT ASSESSMENT SYSTEM

